

VOSHA REVIEW BOARD SPECIAL MEETING MINUTES
13 Baldwin Street, Montpelier, VT 05633

May 14, 2018

The Board Meeting began at 9:45 a.m. and was attended by Leigh Keyser Phillips, Benjamin R. O'Brien (Member), Thomas Jagielski (Member), and Carolyn Desch (Clerk).

APPROVAL OF MINUTES

RESOLUTION PASSED: Upon motion made by Thomas Jagielski, and seconded by Benjamin O'Brien, the Board unanimously voted to approve the minutes of the May 7, 2018 VRB meeting.
- PASSED

DOCKET REVIEW

The Board reviewed and discussed the caseload over the course of the year as well as the open cases.

1. VRB989 CCS Constructors Inc.: The Board deliberated on the Petitions for Review from both Respondent and Complainant. Leigh will work on a decision over the course of the next few weeks.
2. VRB995 Green Mountain Basement Solutions, LLC – Thomas Jagielski discussed that status of the case. One more hearing is scheduled on May 22, 2018 at 1:00.
3. VRB999 SOV-Dept. of Buildings and General Services – The VRB discussed the violations and penalties.
4. VRB1000 Daily Precast, LLC - The VRB discussed the violations and penalties.

BUDGET REVIEW

The Board reviewed the Budget to Actuals spreadsheet seeing that we are currently under budget and approved the Clerk's request for two reimbursements (One for a Vermont Paralegal Organization (VPO) annual membership (\$50.00) and the second for the VPO conference (\$45.00) which provides continuing education classes).

The Board also reviewed the Clerk's request for a paygrade increase. After discussion regarding the process and upon motion made by Benjamin O'Brien and seconded by Thomas Jagielski, the Board unanimously voted to approve the pursuit of a paygrade increase based on her recent paralegal certification from 19 to 20. - PASSED

SCHEDULING OF BOARD MEETINGS

The next Board meeting is scheduled for August 29, 2018 at 9:00 A.M. at the VRB office at 13 Baldwin Street in Montpelier, Vermont.

ADJOURN

The meeting of the VOSHA Review Board was adjourned at approximately 11:30 a.m.